

SUMMARY INFORMATION SHEET

Name of Company: _____

Contact Person: _____

Company Address: _____

Phone Number: _____

Fax Number: _____

Company's Fiscal Year End: _____

Annual Gross Revenues (most recent completed fiscal year: _____

Annual Gross Expenditures (most recent completed fiscal year: _____

Company's Home State: _____

Overhead Rate Information: (please check one)

_____ Overhead rate is audited by state DOT or federal agency (please provide latest audit)

_____ Overhead rate is audited by CPA and home state has issued a cognizant letter (please provide overhead rate audit and cognizant letter)

_____ Overhead rate is not audited but detailed overhead rate schedule has been developed. (Please provide overhead rate schedule, income statement, balance sheet, general ledger account balances, tax returns and any other pertinent financial information that supports the overhead schedule)

Executive Compensation (please check one)

_____ Compensation Analysis submitted and on file with home state

_____ Compensation Analysis completed but not filed with home state (please submit analysis, including all applicable supporting documentation such as salary survey information and any documentation supporting superior performance, if claimed)

_____ Compensation Analysis not completed

If a company has not completed a compensation analysis, it will be required to submit salary and wage information on its executives including, but not limited to, the top five highest paid executives of the firm. More details on the information that must be submitted can be found in the [Instructions for Compensation Analysis](#). Companies that have not completed this analysis will be contacted by MoDOT's audit section which will provide instructions on how to submit the information.